

Message

From: Dickerson, Aaron [dickerson.aaron@epa.gov]
Sent: 1/17/2023 3:02:00 PM
To: Meza, Michelle [Meza.Michelle@epa.gov]

I'm going to offer 1/30, 1/31 and 2/2 as reschedule options for the lunch with Gautam Raghavan

Message

From: Ex. 7(C)
Sent: 1/18/2023 1:49:04 PM
To: Meza, Michelle [Meza.Michelle@epa.gov]
CC:

Ex. 7(C)

Subject: RE: OFFSITE lunch: Tuesday, Jan. 31

PSD copies. Thank you.

Ex. 7(C)

From: Meza, Michelle <Meza.Michelle@epa.gov>
Sent: Wednesday, January 18, 2023 8:47 AM

Ex. 7(C)

Subject: RE: OFFSITE lunch: Tuesday, Jan. 31

Hello team – the new date for this lunch is Tuesday, Jan. 31 from 12-1 pm at The Hamilton - 600 14th St NW, Washington, DC 20005.

Best,
Michelle

Michelle Meza
Scheduler - Office of the Administrator
U.S. Environmental Protection Agency
Cell: (202) 209-4014

From: Meza, Michelle
Sent: Tuesday, January 17, 2023 9:52 AM

Ex. 7(C)

Subject: RE: OFFSITE lunch: Thursday, January 19th (POSTPONED)

Hi team – this lunch has been postponed until further notice. Thanks!

Michelle Meza
Scheduler - Office of the Administrator

U.S. Environmental Protection Agency
Cell: (202) 209-4014

Ex. 7(C)

Sent: Monday, January 9, 2023 4:38 PM

To: Meza, Michelle <Meza.Michelle@epa.gov>

Ex. 7(C)

Subject: Re: OFFSITE lunch: Thursday, January 19th

PSD copies. Thank you.

Ex. 7(C)

CONFIDENTIALITY NOTICE: This message and any attachments is from a Federal Law Enforcement Officer of the U.S. Environmental Protection Agency Protective Service Detail which may contain CONFIDENTIAL and legally protected information. It is intended exclusively for the individual(s) or entity(s) to whom or to which it is addressed. This communication may contain information that is proprietary, privileged, or confidential or otherwise legally exempt from disclosure. If you are not the named addressee, you are not authorized to read, print, retain, copy, or disseminate this message or any part of it. If you have received this message in error, please notify the sender immediately by email and delete all copies of the message.

Sent from my iPhone

On Jan 9, 2023, at 3:01 PM, Meza, Michelle <Meza.Michelle@epa.gov> wrote:

Team –

We have confirmed an offsite lunch with Gautam Raghavan on Thursday, January 19th at 12:00 PM.
Location: The Hamilton (600 14th St NW, Washington, DC 20005).

Reservation name: Michelle Meza

Thanks!
Michelle

Michelle Meza
Scheduler - Office of the Administrator
U.S. Environmental Protection Agency
Cell: (202) 209-4014

Message

From: Meza, Michelle [Meza.Michelle@epa.gov]
Sent: 1/27/2023 7:27:13 PM
To: Cascone, Gabriella [Cascone.Gabriella@epa.gov]; Dickerson, Aaron [dickerson.aaron@epa.gov]
CC: Trejos, Kevin (he/him/his) [Trejos.Kevin@epa.gov]; Dyson, Ray (she/her/hers) [Dyson.Ray@epa.gov]
Subject: RE: Memo template for MSR meeting

Hey Gabriella!

Aaron and I connected on this. The only event that I can think of they may have potentially overlapped on those dates is the White House Senior Staff Holiday Dinner on the evening of Dec. 20th. Not sure, though, if Gautam attended that event.

Other than the upcoming lunch next week, there are no other specific/1:1 engagements with Gautam on the Administrator's schedule.

Hope this helps!

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Scheduler - Office of the Administrator
U.S. Environmental Protection Agency
Cell: (202) 209-4014

From: Cascone, Gabriella <Cascone.Gabriella@epa.gov>
Sent: Friday, January 27, 2023 2:19 PM
To: Meza, Michelle <Meza.Michelle@epa.gov>; Dickerson, Aaron <dickerson.aaron@epa.gov>
Cc: Trejos, Kevin (he/him/his) <Trejos.Kevin@epa.gov>; Dyson, Ray (she/her/hers) <Dyson.Ray@epa.gov>
Subject: RE: Memo template for MSR meeting

Hi all,

Re-upping this request before the 3pm deadline!

Thank you,

Gabriella Cascone (*she, her, hers*)
White House Liaison
U.S. Environmental Protection Agency
Cell: 202-309-2225
Email: Cascone.Gabriella@epa.gov

From: Cascone, Gabriella
Sent: Thursday, January 26, 2023 6:09 PM
To: Meza, Michelle <Meza.Michelle@epa.gov>; Dickerson, Aaron <dickerson.aaron@epa.gov>
Cc: Trejos, Kevin (he/him/his) <Trejos.Kevin@epa.gov>; Dyson, Ray (she/her/hers) <Dyson.Ray@epa.gov>
Subject: RE: Memo template for MSR meeting

Thanks again for this Michelle. When did the Administrator attend an event with Gautam at the White House? I believe it was a lunch on 12/19 or 12/20 but I wouldn't have access to that info – that's just a guess from what Dan said to me once on the issue.

It would be super helpful to know for the memo if you don't mind looking it up – thank you!

Gabriella Cascone (*she, her, hers*)
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Subject: RE: Memo template for MSR meeting

Hi Gabriella,

The lunch with Gautam Raghavan has been rescheduled to Jan. 1/31 at noon.

I attach the template here. Please feel free to update any obsolete sections as you think best and return it to Aaron by Friday, Jan. 27 at 3 PM.

Thanks!

Michelle Meza
Scheduler - Office of the Administrator
U.S. Environmental Protection Agency
Cell: (202) 209-4014

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Sent: Tuesday, January 17, 2023 10:21 AM
To: Dickerson, Aaron <dickerson.aaron@epa.gov>; Meza, Michelle <Meza.Michelle@epa.gov>
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Subject: Memo template for MSR meeting

Good morning Aaron and Michelle,

Will you please share the latest version of the memo template that we should use to submit a memo for the Administrator's lunch with Gautam Raghavan later this week?

Thank you!

Gabriella Cascone (*she, her, hers*)
White House Liaison
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Cell: 202-309-2225
Email: Cascone.Gabriella@epa.gov

Message

From: Cascone, Gabriella [Cascone.Gabriella@epa.gov]
Sent: 1/27/2023 7:40:51 PM
To: Meza, Michelle [Meza.Michelle@epa.gov]; Dickerson, Aaron [dickerson.aaron@epa.gov]
CC: Trejos, Kevin (he/him/his) [Trejos.Kevin@epa.gov]; Dyson, Ray (she/her/hers) [Dyson.Ray@epa.gov]
Subject: RE: Memo template for MSR meeting

Yes very helpful – thank you!! I may have the memo in to you by 310pm or so. Sorry for my delay!

Gabriella Cascone (*she, her, hers*)
White House Liaison
U.S. Environmental Protection Agency
Cell: 202-309-2225
Email: Cascone.Gabriella@epa.gov

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Hope this helps!

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Thanks!

Michelle Meza
Scheduler - Office of the Administrator
U.S. Environmental Protection Agency
Cell: (202) 209-4014

From: Cascone, Gabriella <Cascone.Gabriella@epa.gov>
Sent: Tuesday, January 17, 2023 10:21 AM
To: Dickerson, Aaron <dickerson.aaron@epa.gov>; Meza, Michelle <Meza.Michelle@epa.gov>
Cc: Trejos, Kevin (he/him/his) <Trejos.Kevin@epa.gov>; Dyson, Ray (she/her/hers) <Dyson.Ray@epa.gov>
Subject: Memo template for MSR meeting

Good morning Aaron and Michelle,

Will you please share the latest version of the memo template that we should use to submit a memo for the Administrator's lunch with Gautam Raghavan later this week?

Thank you!

Gabriella Cascone (*she, her, hers*)
White House Liaison
U.S. Environmental Protection Agency
Cell: 202-309-2225
Email: Cascone.Gabriella@epa.gov

Message

From: Meza, Michelle [Meza.Michelle@epa.gov]
Sent: 1/30/2023 6:40:35 PM
To:
CC:

Ex. 7(C)

Subject: RE: OFFSITE lunch: Tuesday, Jan. 31

Hi team – in case it's helpful, the reservation name for this lunch tomorrow: Michelle Meza.

Best,
Michelle

Michelle Meza
Scheduler - Office of the Administrator
U.S. Environmental Protection Agency
Cell: (202) 209-4014

From: Meza, Michelle
Sent: Wednesday, January 18, 2023 8:47 AM

Ex. 7(C)

Subject: RE: OFFSITE lunch: Tuesday, Jan. 31

Hello team – the new date for this lunch is Tuesday, Jan. 31 from 12-1 pm at The Hamilton - 600 14th St NW, Washington, DC 20005.

Best,
Michelle

Michelle Meza
Scheduler - Office of the Administrator
U.S. Environmental Protection Agency
Cell: (202) 209-4014

From: Meza, Michelle
Sent: Tuesday, January 17, 2023 9:52 AM

Ex. 7(C)

Subject: RE: OFFSITE lunch: Thursday, January 19th (POSTPONED)

Hi team – this lunch has been postponed until further notice. Thanks!

Michelle Meza
Scheduler - Office of the Administrator
U.S. Environmental Protection Agency

Cell: (202) 209-4014

From: **Ex. 7(C)**
Sent: Monday, January 9, 2023 4:38 PM
To: Meza, Michelle <Meza.Michelle@epa.gov>

Ex. 7(C)

Subject: Re: OFFSITE lunch: Thursday, January 19th

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Ex. 7(C)

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Sent from my iPhone

On Jan 9, 2023, at 3:01 PM, Meza, Michelle <Meza.Michelle@epa.gov> wrote:

Team –

We have confirmed an offsite lunch with Gautam Raghavan on Thursday, January 19th at 12:00 PM.
Location: The Hamilton (600 14th St NW, Washington, DC 20005).

Reservation name: Michelle Meza

Thanks!
Michelle

Michelle Meza
Scheduler - Office of the Administrator
U.S. Environmental Protection Agency
Cell: (202) 209-4014

ED_014297_00000007-00002

Message

From: Lance, Kathleen [Lance.Kathleen@epa.gov]
Sent: 1/31/2023 11:52:48 AM
To: Dickerson, Aaron [dickerson.aaron@epa.gov]; Miller, Michael [Miller.Michael.T@epa.gov]; Burkett, James [Burkett.James@epa.gov]; Mickle, John [Mickle.John@epa.gov]
CC:

Ex. 7(C)

Subject: Re: 2023 01 31 Administrator Regan Schedule
Attachments: 0100 2023 01 31 line x line.docx

UPDATE: ADM pickup this morning is 7:45am.

Sent from my iPhone

On Jan 30, 2023, at 5:18 PM, Dickerson, Aaron <dickerson.aaron@epa.gov> wrote:

Attached is the Administrator's schedule for Tuesday, January 31, 2023.

Thanks.

Aaron Dickerson
Senior Special Assistant
Office of the Administrator
U.S. EPA
Cell: 202-689-4794

Message

From: Meza, Michelle [Meza.Michelle@epa.gov]
Sent: 1/7/2023 2:03:07 PM
To: Dickerson, Aaron [dickerson.aaron@epa.gov]; Lance, Kathleen [Lance.Kathleen@epa.gov]
Subject: Two-Week Block Schedule (1/9/23)
Attachments: 1-9-2023 Block Schedule_final.docx

Hi Aaron and Kathleen –

Please find attached to this email the two-week block schedule.

Best,
Michelle

Michelle Meza
Scheduler - Office of the Administrator
U.S. Environmental Protection Agency
Cell: (202) 209-4014

Message

From: Meza, Michelle [Meza.Michelle@epa.gov]
Sent: 1/20/2023 10:12:30 PM
To: Dickerson, Aaron [dickerson.aaron@epa.gov]; Lance, Kathleen [Lance.Kathleen@epa.gov]
Subject: Two-Week Block Schedule
Attachments: 1-20-2023 Block Schedule_vf2.docx

Hi Aaron and Kathleen,

Please find attached the two-week block schedule.

Best,
Michelle

Michelle Meza
Scheduler - Office of the Administrator
U.S. Environmental Protection Agency
Cell: (202) 209-4014

Message

From: Cascone, Gabriella [Cascone.Gabriella@epa.gov]
Sent: 1/27/2023 9:20:40 PM
To: Meza, Michelle [Meza.Michelle@epa.gov]; Dickerson, Aaron [dickerson.aaron@epa.gov]
CC: Trejos, Kevin (he/him/his) [Trejos.Kevin@epa.gov]; Dyson, Ray (she/her/hers) [Dyson.Ray@epa.gov]
Subject: RE: Memo template for MSR meeting
Attachments: MSR Memo for Meeting with Gautam Raghavan.docx

I am so sorry for my delay! Attached is the memo: **Ex. 5 Deliberative Process (DP)**

Ex. 5 Deliberative Process (DP)

Ex. 5 Deliberative Process (DP)

Thank you!

Gabriella Cascone (*she, her, hers*)
White House Liaison
U.S. Environmental Protection Agency
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Email: Cascone.Gabriella@epa.gov

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White House Liaison

U.S. Environmental Protection Agency

Cell: 202-309-2225

Email: Cascone.Gabriella@epa.gov



Briefing Memo - XXX

Printed on MM/DD/YYYY

Filed: MM/DD/YYYY X:XX AM/PM (FOR SCHEDULING) (if updated note in italics and in green font).

APPROVED BY: N/A

BRIEFING MEMO FOR LUNCH WITH GAUTAM RAGHAVAN
JANUARY 27, 2023

MEMORANDUM FOR THE ADMINISTRATOR

FROM: GABRIELLA CASCONI, OFFICE OF THE WHITE HOUSE
LIAISON, 202-309-2225, CASCONI.GABRIELLA@EPA.GOV

CC: OFFICE OF THE CHIEF OF STAFF

CONTACT: N/A

EVENT DATE: TUESDAY, JANUARY 31

TIME: 12 PM

SUBJECT: LUNCH AND PERSONNEL DISCUSSION

STAFFING: N/A

PURPOSE OF CALL AND LAST INTERACTION

When **YOU** and Gautam last saw each other, you agreed to set aside time this month to speak more in-depth on a small number of ongoing EPA personnel issues as well as take time to get to know each other.

BACKGROUND

Personnel issues that **YOU** have been discussing with the Chief of Staff on two ongoing conversations **YOUR** White House Liaison team has had with the Presidential Personnel Office (PPO).

SUGGESTED TALKING POINTS

[PAGE] of [NUMPAGES]

Printed on MM/DD/YYYY

ED_014297_00000019-00001



Briefing Memo - XXX

Printed on MM/DD/YYYY

Filed: MM/DD/YYYY X:XX AM/PM (FOR SCHEDULING) (if updated note in italics and in green font).

- I appreciate the time you've taken to work with my team to continue to scale our Appointee given all we are doing to execute BIL and IRA – we are now at over 107 appointees, an impressive number for our Agency.
- There are a few ongoing personnel issues that I'd like to discuss with you today to ensure we are aligned and can find a path moving forward pertaining to both roles at hand.

(These points will be further provided to you by the Chief of Staff)

BIOGRAPHIES



Gautam, Raghavan, Director of the Presidential Personnel Office

Raghavan was born in India and raised in Seattle, Washington. He received his Bachelor of Arts degree from Stanford University in 2004 and attended the Graduate School of Political Management at George Washington University from 2004 until 2006. Prior to his current role, Raghavan served as the associate director of the Office of Public Liaison under President Obama, acting as a liaison to both the LGBT and Asian American and Pacific Islander communities from 2011 to 2017. From December 2018 to July 2020, Raghavan served as the Chief of Staff for Congresswoman Jayapal before joining the Biden Transition Team. Raghavan lives in Washington, D.C. with his husband Andy and their daughter Maya.

Last Interaction

YOU and Gautam last saw each other at the White House Senior Staff Holiday Dinner on Tuesday, December 20th.

[PAGE] of [NUMPAGES]

Printed on MM/DD/YYYY

Message

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Sent: 1/27/2023 9:25:10 PM
To: Dickerson, Aaron [dickerson.aaron@epa.gov]; Lance, Kathleen [Lance.Kathleen@epa.gov]
Subject: Two-week block schedule (1/27/23)
Attachments: 1-27-2023 Block Schedule.docx

Team – please find attached the two-week block schedule.

Best,
Michelle

Michelle Meza
Scheduler - Office of the Administrator
U.S. Environmental Protection Agency
Cell: (202) 209-4014

Message

From: Ex. 7(C)
Sent: 1/9/2023 9:37:46 PM
To: Meza, Michelle [Meza.Michelle@epa.gov]
CC:

Ex. 7(C)

Subject: Re: OFFSITE lunch: Thursday, January 19th

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Ex. 7(C)

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Reservation name: Michelle Meza

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Michelle

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Thank you,

Gabriella Cascone (*she, her, hers*)
White House Liaison
U.S. Environmental Protection Agency
Cell: 202-309-2225
Email: Cascone.Gabriella@epa.gov

From: Cascone, Gabriella
Sent: Thursday, January 26, 2023 6:09 PM
To: Meza, Michelle <Meza.Michelle@epa.gov>; Dickerson, Aaron <dickerson.aaron@epa.gov>
Cc: Trejos, Kevin (he/him/his) <Trejos.Kevin@epa.gov>; Dyson, Ray (she/her/hers) <Dyson.Ray@epa.gov>
Subject: RE: Memo template for MSR meeting

Thanks again for this Michelle. When did the Administrator attend an event with Gautam at the White House? I believe it was a lunch on 12/19 or 12/20 but I wouldn't have access to that info – that's just a guess from what Dan said to me once on the issue.

It would be super helpful to know for the memo if you don't mind looking it up – thank you!

Gabriella Cascone (*she, her, hers*)
White House Liaison
U.S. Environmental Protection Agency
Cell: 202-309-2225
Email: Cascone.Gabriella@epa.gov

From: Meza, Michelle <Meza.Michelle@epa.gov>
Sent: Wednesday, January 18, 2023 8:56 AM
To: Cascone, Gabriella <Cascone.Gabriella@epa.gov>; Dickerson, Aaron <dickerson.aaron@epa.gov>
Cc: Trejos, Kevin (he/him/his) <Trejos.Kevin@epa.gov>; Dyson, Ray (she/her/hers) <Dyson.Ray@epa.gov>
Subject: RE: Memo template for MSR meeting

Hi Gabriella,

The lunch with Gautam Raghavan has been rescheduled to Jan. 1/31 at noon.

I attach the template here. Please feel free to update any obsolete sections as you think best and return it to Aaron by Friday, Jan. 27 at 3 PM.

Thanks!

Michelle Meza
Scheduler - Office of the Administrator
U.S. Environmental Protection Agency
Cell: (202) 209-4014

From: Cascone, Gabriella <Cascone.Gabriella@epa.gov>
Sent: Tuesday, January 17, 2023 10:21 AM
To: Dickerson, Aaron <dickerson.aaron@epa.gov>; Meza, Michelle <Meza.Michelle@epa.gov>
Cc: Trejos, Kevin (he/him/his) <Trejos.Kevin@epa.gov>; Dyson, Ray (she/her/hers) <Dyson.Ray@epa.gov>
Subject: Memo template for MSR meeting

Good morning Aaron and Michelle,

Will you please share the latest version of the memo template that we should use to submit a memo for the Administrator's lunch with Gautam Raghavan later this week?

Thank you!

Gabriella Cascone (*she, her, hers*)
White House Liaison
U.S. Environmental Protection Agency
Cell: 202-309-2225
Email: Cascone.Gabriella@epa.gov

Appointment

From: scheduling [scheduling@epa.gov]

Sent: 1/18/2023 1:44:09 PM

To: scheduling [scheduling@epa.gov]; **Ex. 6 Personal Privacy (PP)**

Subject: 1:1 Lunch with Gautam Raghavan

Location: The Hamilton - 600 14th St NW, Washington, DC 20005

Start: 1/31/2023 5:00:00 PM

End: 1/31/2023 6:00:00 PM

Show Time As: Busy

Required

Attendees:

Ex. 6 Personal Privacy (PP)

Message

From: Dickerson, Aaron [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=D0440D9F06994021827E0D0119126799-DICKERSON,]
Sent: 1/30/2023 10:18:43 PM
To:

Ex. 7(C)

CC: Lance, Kathleen [Lance.Kathleen@epa.gov]; O'Brien, Grant [OBrien.Grant@epa.gov]; Meza, Michelle [Meza.Michelle@epa.gov]; Rodriguez, Juliana [Rodriguez.Juliana@epa.gov]
Subject: 2023 01 31 Administrator Regan Schedule
Attachments: 0100 2023 01 31 line x line.docx

Attached is the Administrator's schedule for Tuesday, January 31, 2023.

Thanks.

Aaron Dickerson
Senior Special Assistant
Office of the Administrator
U.S. EPA
Cell: 202-689-4794

Message

From: Lance, Kathleen [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=77D5FB0F86E0487FB806EC7D3E259AD0-LANCE, KATH]
Sent: 1/31/2023 11:52:48 AM
To: Dickerson, Aaron [dickerson.aaron@epa.gov]; [REDACTED] **Ex. 7(C)**
CC: [REDACTED] **Ex. 7(C)**; [REDACTED] **Ex. 7(C)**; O'Brien, Grant [OBrien.Grant@epa.gov]; Meza, Michelle [Meza.Michelle@epa.gov]; Rodriguez, Juliana [Rodriguez.Juliana@epa.gov]
Subject: Re: 2023 01 31 Administrator Regan Schedule
Attachments: 0100 2023 01 31 line x line.docx

UPDATE: ADM pickup this morning is 7:45am.

Sent from my iPhone

On Jan 30, 2023, at 5:18 PM, Dickerson, Aaron <dickerson.aaron@epa.gov> wrote:

Attached is the Administrator's schedule for Tuesday, January 31, 2023.

Thanks.

Aaron Dickerson
Senior Special Assistant
Office of the Administrator
U.S. EPA
Cell: 202-689-4794